



STATE PROCUREMENT OFFICE '11 OCT 20 A7:49
NOTICE & REQUEST FOR SOLE SOURCE

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Human Services, Social Services Division, Child Welfare Services Branch
Name of Requesting Department

Pursuant to HRS §103D-306, and Subchapter 9, HAR Chapter 3-122, the Department requests sole source approval to purchase the following:

1. Describe the goods, services, or construction to be procured.

Review and analysis of various components of DHS/SSD/Child Welfare Services' existing Independent Living Program Services for Youth contracts with the goal of synthesizing the best of the programs with the suggestions from youth, providers, and DHS/CWS staff and with State and Federal regulations. The outcome of the process will be a more fully- integrated, cohesive, consistent, comprehensive, wide-reaching, and effective program to assist youth with a successful transition from foster care to independence post foster care.

2. Vendor/Contractor Name: Patrick Yim

3. Amount of Request:

\$ 31,000

4. Term of contract (shall not exceed 12 months), if applicable:

5. Prior Sole Source Ref No.:

From: 10/31/2011 To: 6/30/2012

6. Features: Describe in detail the unique features, characteristics, or capabilities of the goods, services or construction.

Honorable Judge Patrick Yim retired from the Judiciary in 1994 after a career that included numerous committees and assignments including: Administrative Judge of the Civil Division, Probate Trust & Guardianship divisions; Court Annexed Arbitration Judge; and Chair of Judicial Arbitration Commission for the Court Annexed Arbitration Program. Judge Yim presided over hundreds of cases as trial and settlement judge in the areas of domestic relations, juvenile, civil, and guardianship law. In 2002, Judge Yim was appointed as a Trustee of the Queen Lili'uokalani Trust; in 2003 became a member of the Advisory Board of the Hawaii's Children's Trust Fund; is a member of the Board of Directors of EPIC/Ohana Conferencing; and is a long standing member of the Board of Directors of the Institute for Human Services.

7. Essential features: Describe in detail how the unique features, characteristics, or capabilities of the goods, services, or construction are essential for the department to accomplish its work.

Judge Yim's experience, connections, and respected status in the community as judge and Family Court arbitrator, and his connections to the Queen's Trust, EPIC, Family Court, as well as being a member of the Community Partnership Hui for the Hawaii Youth Opportunity Initiative, provides a unique combination of attributes that will allow him to convene groups and produce the output within the short timeline.

8. Describe the efforts and results in determining that this is the only vendor/contractor who can provide the goods, services or construction.

This project needs someone who has the proven: knowledge of the population to be served; authority and respect within the community to bring disparate providers and groups together; ability to facilitate and arbitrate meetings with diverse special interest groups; and ability to solicit, receive, analyze, and synthesize data to provide a coherent product based on input. Years of conversations with and informal surveys of DHS staff, community providers, stakeholders, and other partners were unsuccessful in identifying any possible provider other than Patrick Yim. Other individuals were noted to have some, but not all, of the qualifications needed for successful completion of the proposed project within the needed time frame.

9. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

The only other viable convener and facilitator for this specialized project is DHS/CWS administrative staff. Given the amount of work that this project necessitates, it is not feasible for administrative staff to take on this project, due to high workload demands and staff shortage.

10. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; and 2) completed mandatory training.

(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	e-mail address
Rachel Thorburn	DHS/SSD	586-5245	rthorburn@dhs.hawaii.gov
Clayton Higa	DHS/SSD	586-5697	chiga2@dhs.hawaii.gov
John Walters	DHS/SSD	586-5675	jwalters@dhs.hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Price Data if required.

All requirements/approvals and internal controls for this expenditure is the responsibility of the department.

I certify that the information provided is to the best of my knowledge, true and correct.



Department Head Signature

10/18/11

Date

For Chief Procurement Officer Use Only

11. Date Notice Posted:

10/20/2011

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

Chief Procurement Officer
State of Hawaii
P.O. Box 119
Honolulu, HI 96810-0119

12. Chief Procurement Officer (CPO) Comments:

Request has been withdrawn by the department.

☐ Approved

☐ Disapproved

☒ No Action Required

Adam S. Fajal
Chief Procurement Officer Signature

10/20/2011
Date